

Session VII

Guidelines For Planning And Managing A Live Alcohol Workshop



Session Objectives

Given an opportunity to apply basic adult learning theory, using the information provided in the classroom and materials in the manual, participants will be able to:

- Plan and manage an alcohol workshop.
- Describe the advanced planning tasks needed.
- Properly prepare the volunteer drinking subjects.
- Secure and assign sufficient support personnel and determine supplies needed.
- Properly control the workshop and evaluate the drinking subjects.

Advanced Planning Tasks For The Alcohol Workshop

1. Appoint the planner
2. Select the volunteer drinkers
3. Prepare the volunteer drinkers
4. Secure the supplies
5. Select and assign monitors for the volunteer drinkers
6. Select and assign bartenders
7. Obtain and arrange facilities for the volunteer drinkers
8. Arrange transportation for the volunteer drinkers
9. Arrange for breath testing

Getting The Volunteers Ready

- Volunteers must arrive at least two hours and forty-five minutes prior to the start of the workshop.
- Conduct a preliminary examination of each volunteer.
- Dose the volunteers.

Controlling the Workshop

- Assign students to teams.
- Explain session procedures.
- Monitor the students' practice.